



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

Dr. MGR-Janaki College of Arts & Science for Women

- Name of the Head of the institution **Dr.R Manimekalai M.Sc, M. Tech, Ph.D**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04424937382**
- Mobile no **9444812212**
- Registered e-mail **admin@mgrjanaki.ac.in**
- Alternate e-mail **principal@mgrjanaki.ac.in**
- Address **Sathyabama MGR Maligai 11 & 13, Durgabai Deshmukh Road Raja Annamalai Puram**
- City/Town **Chennai**
- State/UT **Tamil Nadu**
- Pin Code **600028**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **University of Madras**
- Name of the IQAC Coordinator **Dr. Ragitha Radhakrishnan**
- Phone No. **04424937382**
- Alternate phone No. **9600102949**
- Mobile **8075681698**
- IQAC e-mail address **iqac@mgrjanaki.ac.in**
- Alternate Email address **ragitha@mgrjanaki.ac.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.mgrjanaki.ac.in/iqac-/iqac-aqar>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.mgrjanaki.ac.in/img/College%20Calendar%202021-2022.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	73	2005	21/09/2005	20/09/2010

6. Date of Establishment of IQAC

02/06/2004

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **13**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Organization of Endowment lecture and book release

IAS coaching for 200 second year students

Knowledge sharing sessions by faculty members of all the departments

Eye opener sessions for the students

Organization of Conferences and Seminars

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
All departments to conduct international level conferences or seminars	Twenty seminars/ conferences were organized
All PG students to attend competitive exams compulsorily.	Students registered for SSC and TNPSC exams
Coaching to be given to students for competitive exams	IAS coaching for 200 students conducted by Sai IAS Academy sponsored by college management
Collaborations and tie-ups with various organizations	11 MoUs were signed with the following organizations - ITC , Chennai (WOW) R&D Marina Labs Agate Infotech Private Limited & Pantech E Learning Emo Matrix, Mind Craft &Patrician College Of Arts and Science Infologia Technologies B.Panner &Co., A. K Rajagopalan & Co Amphenol Omnicconnect India Pvt.Ltd &Murugan & Co. Innovative HR & Traning Services Infologia Technologies The New College (Autonomous)
Increase in research publication in high impact factor journals	Eight high impact publications
Certificate course for acquisition of additional skills among students	Certificate Course - CAPITAL MARKETS & ONLINE TRADING (B.Com A&F) NPTEL - Consumer Behaviour Certificate Course - Design Thinking Certificate Course -Innovation Management Certificate Course- COMPUTATIONAL BIOLOGY NPTEL- Cell biology: Cellular Organisation, Division and Processes NPTEL-DATA ANALYSIS FOR BIOLOGISTS Certificate Course -FUTURE BUSINESS TRENDS (BBA) NPTEL MA.HRM (Leadership) Certificate Course - Future of Business Certificate Course -Advancement from Assembly

Language to Artificial Intelligence NPTEL- Cloud Computing Certificate Course - Data Analytics and Career Development Certificate Course - MOBILE APP DEVELOPMENT USING ANDROID Certificate Course - Data Analytics and Career Development Certificate Course - Secretarial Practice Certificate Course- Basics of Capital Market Certificate Course - REPORT WRITING Certificate Course - INTRODUCTION TO E-BUSINESS & STOCK MARKET(B.Com (General) Certificate Course - E-Commerce Certificate Course - MATH TRICKS FOR APTITUDE Certificate Course - Preventive and social medicine NPTEL- Human Molecular Genetics NPTEL- Nanotechnology in Agriculture Certificate Course - Yoga and its benefits for Dancers Certificate Course - Childhood Psychological Disorders Certificate Course - Potti Thervukana Podhu Tamil Certificate Course -FILM APPRECIATION

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Management	14/09/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Dr. MGR-Janaki College of Arts & Science for Women
• Name of the Head of the institution	Dr.R Manimekalai M.Sc, M. Tech, Ph.D
• Designation	Principal
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<ul style="list-style-type: none"> Name of the statutory body 	
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Name	Date of meeting(s)
Management	14/09/2022

14.Whether institutional data submitted to AISHE	
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Year	Date of Submission
2022	03/03/2023

15. Multidisciplinary / interdisciplinary

The institution, affiliated with the University of Madras, offers a curriculum that goes beyond core courses, including Non Major Electives, Allied courses, and soft skill training to provide interdisciplinary knowledge to students. Departments organize seminars and workshops with an interdisciplinary focus to enhance academic and research aspects. Skill enhancement sessions combining content from various disciplines encourage students to make connections between subjects. Collaboration among faculty members from different departments results in joint research, seminars, and workshops, promoting idea exchange and expertise sharing. Guest lectures by experts from diverse fields enrich the learning experience. Overall, the institution fosters a holistic approach to learning, research, and problem-solving through these multidisciplinary and interdisciplinary initiatives.

16. Academic bank of credits (ABC):

Our Institution is an affiliated College under University of Madras. We were unable to register for the ABC in the portal.

17. Skill development:

The institution is committed to providing skill development programs that encompass technical and soft skills, partnering with Barclays and GTT to meet industry requirements. Initiatives include Peer Group Teaching Learning sessions and mock interviews to prepare students for the professional world. Students also engage with industry experts and mentors, fostering connections and networking opportunities. Teachers participate in knowledge-sharing sessions, and customized skill programs help special students acquire fundamental skills. The institution's inclusive approach empowers special students to lead rewarding lives and contribute to society.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution embraces a holistic approach to education, focusing on the physical, mental, emotional, and spiritual development of students. To achieve this comprehensive well-being, they follow several practices:

1. **Inclusive Morning Assembly:** Each day begins with a secular prayer during the morning assembly, promoting inclusivity and unity.
2. **Celebration of Indian Festivals:** The institution celebrates all Indian festivals regardless of religion or state, emphasizing unity in diversity and cultural awareness.
3. **Promotion of Yoga:** Recognizing the importance of yoga for physical and mental well-being, the institution incorporates regular yoga practices, celebrates International Yoga Day, and offers certificate courses to students.
4. **Values Education:** They go beyond prescribed value education by imparting ethical values and moral principles through sessions like "eye openers" and "advisor advisee," instilling a strong sense of social responsibility in students.
5. **Integration of Traditional Indian Knowledge:** Traditional Indian knowledge in areas like yoga, music, arts, and philosophy is integrated into the curriculum, making education more meaningful and culturally relevant.
6. **Unique M.A. (Natya) Course:** The institution offers a distinctive five-year integrated M.A. course in dance, music, and theatre, guided by renowned experts. Subjects include Epics & Puranas and Nattuppuraviyal.
7. **Linguistic Diversity:** They value linguistic diversity by offering Tamil, Basic Tamil, Advanced Tamil, Hindi, and Sanskrit as languages, promoting cultural awareness and empathy.

Overall, the institution's holistic approach to education aims to reconnect students with their cultural heritage, foster ethical consciousness, cultural sensitivity, and global engagement, creating a well-rounded and relevant educational experience.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-Based Education (OBE) is a student-centered approach that emphasizes defining clear learning outcomes and assessing their achievement at the end of education. It benefits colleges by

providing a roadmap for educators and students, shifting the focus to learning, establishing measurable outcomes, and aligning education with industry needs. OBE ensures graduates possess practical skills, enhancing their employability and societal contributions.

20.Distance education/online education:

The integration of online education into the curriculum at this institution was a well-thought-out process that aimed to ensure a smooth and effective learning experience for students. Key elements of this integration included:

1. Utilizing Google Classroom as a platform for sharing learning materials and collecting assignments.
2. Conducting extensive training sessions for both faculty and students to ensure proficiency in using online tools effectively.
3. Equipping faculty members with strategies for online engagement, assessment, and virtual classroom management.
4. Designing active learning activities, such as discussion forums, group projects, case studies, and self-assessment quizzes, to promote student engagement.
5. Implementing a variety of assessment formats, including quizzes, assignments, peer evaluations, and online exams.
6. Actively seeking feedback from both faculty and students through Google Forms and making necessary adjustments based on their suggestions.
7. Organizing webinars and online conferences using platforms like YouTube live streaming, StreamYard, and Google Meet to enhance the learning experience.
8. Embracing innovative teaching approaches like flipped classroom and blended learning, where students engage with instructional content outside of class and use class time for interactive activities, discussions, and hands-on application of concepts.

In summary, the institution took a comprehensive and student-

centered approach to integrate online education into the curriculum, emphasizing effective training, engagement, assessment, and adaptability to create a successful online learning environment.

Extended Profile

1.Programme

1.1 450

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1240

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 618

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 1309

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 150

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	150
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	54
Total number of Classrooms and Seminar halls	
4.2	105.58879
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	218
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The institution employs a systematic approach to curriculum delivery and documentation. A well-structured framework guides the teaching process, ensuring alignment with educational objectives. Through strategic planning, content is effectively organized, allowing for a coherent and progressive learning experience. Robust documentation practices capture lesson plans, learning materials, and assessments, promoting transparency and accountability. This meticulous approach enhances communication among educators, students, and stakeholders. Overall, the institution's commitment to this mechanism cultivates a conducive environment for quality education and continuous improvement.</p>	

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The University of Madras typically releases an annual academic calendar on its website at the beginning of the academic year. This calendar provides an overview of major academic events for the year. To align with this university calendar, the Institutional Quality Assurance Cell (IQAC) formulates a college-specific academic calendar. This process involves input from the examination committee.

One of the key focal points in the academic calendar is the scheduling of examinations, which holds significant importance for each semester. The Examination Committee is responsible for creating the examination timetable, ensuring it adheres to the university's recommended minimum number of working days.

The IQAC compiles the College Academic Calendar, which includes pertinent details about the teaching schedule and various events planned for the semester.

Individual departments of the college also create their own academic calendars, which are subsets of the College Academic Calendar. These departmental calendars aid faculty members in planning the syllabus coverage. They specify important dates for internal exams, practical assessments, viva-voce examinations, seminars, guest lectures, club activities, commemoration of special days and other assessments.

Moreover, the college maintains committees that address a wide array of topics, ranging from social responsibility to language and culture, which are involved in extra-curricular activities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>A. All of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 658 529 712">File Description</th> <th data-bbox="529 658 1436 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 529 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="529 712 1436 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 898 529 956">Any additional information</td> <td data-bbox="529 898 1436 956" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	No File Uploaded			
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<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
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<p>21</p>									
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Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>28</p>									

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1239

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Values are qualities that are considered desirable and worthy of admiration in their own right. They play a crucial role in helping individuals live in harmony with the world around them. At our College, we address various aspects of Professional Ethics, Gender, Human Values, Environment, and Sustainability, and we seamlessly integrate these principles into our curriculum through the following courses.

One of these courses, Value Education (VAE5Q), is taught in all final-year undergraduate programs and focuses on instilling human values in students. Additionally, our course 'Environmental Studies' (ENV4B), which is offered to all second-year undergraduate students, has two primary objectives: (a) to raise awareness about environmental issues among students, and (b) to provide fundamental knowledge about the environment and related challenges.

In addition to the formal curriculum, our college goes the extra mile to instill these values in students through life skills programs and various department club activities.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

24

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1348

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	A. All of the above
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from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://www.mgrjanaki.ac.in/igac.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.mgrjanaki.ac.in/igac.html
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
1240	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
1167	

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Dr. MGR Janaki College categorises the students as slow learners, advanced learners and moderate learners based on their performance in the internal tests. This categorisation is done for each major paper and language paper. Slow learners are provided with remedial classes. After attending the remedial classes, the students are given a chance to write a retest in their respective paper. Advanced learners are motivated to engage in various activities aimed at honing their expertise in their chosen field. They are also incentivized to consult advanced textbooks and scholarly journals, take part in seminars, conferences and workshops. They are given leadership roles and chances to mentor the slow learners. They receive guidance and support to pursue professional courses relevant to their domain of expertise.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3799	148

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Departments have embraced student-centric approaches to enhance experiential and participatory learning by incorporating assignments, seminars, projects, internships, lab work, and online courses. A total of 653 students have completed internships with various organizations, even though it is not formally integrated into the curriculum. This valuable experience provides practical exposure to all second-year students.

All theory classes are conducted in online mode due to the pandemic lockdown. In Science departments, laboratory practical classes have transitioned to an online format, utilizing tools such as Google Meet. Additionally, the college hosts numerous workshops, guest lectures, seminars, and academic events through online platforms to enrich students' learning experiences. The college also motivates students to enrol in courses offered by NPTEL to enhance students' practical knowledge.

To facilitate research and learning, the college provides remote access to e-resources through Infilbnet, encouraging students to make the most of these valuable materials. Active participation in the learning process is promoted by engaging students in online tools like Quizziz and Kahoot.

Furthermore, the college motivates students to present their research papers at academic conferences and seminars. In addition to academic pursuits, all departments organize intra and interdepartmental competitions that allow students to showcase their skills and talents.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All teaching faculty use ICT tools in their teaching learning process. College has well equipped labs for greater use of ICT provisions for teaching, learning and research. Workshops are conducted to staff members to introduce the latest ICT tools. All classrooms are enabled with WiFi and LCD Projectors. Due to the pandemic all classes were conducted using Google Meet. College subscribes Google G-Suite workspace. Many faculty members prepared

video lectures using Open Broadcaster Software and PowerPoint. Learning assessments are done through online gamification tools such as Google Forms, Kahoot, and Quizziz. All students have access to e-journals and digital libraries. Google classroom platform is used to manage and post course related information, learning material, assignments and assessments. To teach problem oriented subjects the faculty use Digital tablet, ICT tools such as Whiteboard, Jamboard in Google meet. Recording of online class lectures, e-content are made available to students for future references.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

148

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

148

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

41

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

960

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

To ensure transparency in the internal assessment process, the schedule for continuous internal assessment is communicated to students through the academic calendar provided at the start of the semester. During the pandemic, when the academic year was conducted online, an electronic version of the timetable was shared with students and made accessible on the college website.

Continuous internal assessment comprises four key components: Internal Tests, Assignments, Attendance, and Seminars. For theory courses, the internal assessment question papers were prepared by the respective subject teachers at the department level. These question papers underwent scrutiny by another teacher and were verified by the department's Head of Department (HoD).

Throughout the pandemic period, internal tests were conducted in an online format. Internal Assessments I and III were administered using Google Forms, featuring multiple-choice questions (MCQs). On the other hand, Internal Assessment II and the model exam followed a descriptive type pattern. In these cases, students wrote their responses on paper, scanned them, and uploaded them to the Google Classroom platform. Faculty members then utilized various online evaluation tools to assess and grade the answer scripts.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

After the completion of each internal test, the subject teacher evaluates the test paper within 5 days after the test and distributes the answer papers to the students. The grievances of the students with respect to retotalling and change in marks are dealt with by the subject teacher. If a student's performance is not satisfactory remedial classes are conducted and retest is conducted. Any student who is not satisfied with the assessment and award of marks may approach the concerned HoD who can intervene and seek the opinion of another course Teacher. In case of further grievances, the student can approach the examination committee. Contact number and email id of the examination committee is displayed publicly so that students can approach if required.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Dr. MGR Janaki College is affiliated to the University of Madras. The course objectives programme outcomes and course outcomes are stated clearly by the university for all the Undergraduate and PostGraduate programmes with effect from the academic year 2020-21. The students are made aware of the COs and POs. Hard copies of syllabi and learning outcomes are available in all the departments and are verified with the university website every semester by the HoD. COs are communicated to the students during the introduction of the course. The COs of all the courses are available on the college website for reference. Question papers for the internal tests are set keeping the POs and COs in mind.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The evaluation of Program Outcomes (POs) and Course Outcomes (COs) in a college typically involves a combination of assessment methods and tools designed to measure whether students have achieved the intended learning outcomes. The College uses written exams and tests to assess students' knowledge and understanding of course material. These assessments can be designed to align with specific course outcomes (COs). Assignments and projects are used to evaluate students' ability to apply what they've learned in real-world scenarios. These can be aligned with specific course outcomes or program outcomes. In science programs, lab work is used to assess hands-on skills and application of theoretical knowledge. Students may be required to compile portfolios that

showcase their work over time, demonstrating their achievement of course and program outcomes. In programs that involve practical experience, internships and field placements are used to evaluate students' readiness for the workforce and their achievement of program outcomes. Employer surveys are conducted for finding out whether the knowledge, skill and attitude learned from this institution is adequately satisfying their expectation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1309

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has developed policies that support innovation, such as intellectual property rights policies that encourage faculty and students to pursue patents and copyrights. The college has tried to integrate innovation and entrepreneurship courses into the curriculum through certificate courses. The college has signed an MoU with MIT Square London to develop on-campus incubators or accelerators that provide mentoring, resources, and funding to startups and student-led initiatives. The college hosts regular events, workshops, and conferences to facilitate networking and knowledge exchange. The college supports faculty in their pursuit of research and innovation. We offer incentives for faculty to engage in innovative projects and provides professional development opportunities for faculty to enhance their innovation skills. The college has created student clubs and organizations focused on innovation, entrepreneurship, and research.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

12

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

20

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Dr. MGR Janaki College is committed to serve the society through extension and outreach activities. All undergraduate students of the college are enrolled in NSS, Rotaract, YRC or RRC. The have to

put in mandatory service in any one of these clubs. Six events were conducted under NSS, twenty one under Rotaract two under Red Ribbon Club and one under Youth Red cross.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year	
3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year	
1619	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File
3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
6	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
15	

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The campus spreads over five acres, situated in the heart of the Chennai city. The campus offers an environment conducive to effective teaching and learning and is under electronic surveillance. The facilities include 54 classrooms, 4 seminar/conference halls and fully air conditioned auditorium. The multi-purpose air-conditioned seminar hall named K. Subhramanyam hall can accommodate 150 people, a two seminar halls can accommodate around 200 people each. All these halls are connected with a ramp for physically handicapped and two exit doors. One fully air-conditioned auditorium with 500 people capacity. The College campus has an open auditorium of around 6000 sq.ft. spacious enough to accommodate around 2000 people. All the class rooms are well ventilated, furnished, black board and are easily accessible through broad staircases and corridors.

There are 3 Computer laboratories which are equipped with updated computers, high bandwidth internet and 10 projectors and are updated with latest hardware and software. Other labs include Microbiology, Biochemistry, Bioinformatics, Psychology and Visual Communication.

The Fully Automated library, has around 24,124 books, 2,90,00,000 e-books, 5,810 reference books and access to around 40,000 e-journals. Faculty and Students can access to e-resources of N-LIST, INFLIBNET and DEL-NET.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College promotes the value of physical activity and has excellent facilities and infrastructure for indoor and outdoor games, which keep the students active and in good spirit. The campus has the following facilities. Indoor Badminton court in the 4000sq.ft area since 1996. Playground area utilized for games like Football, Handball, cricket, Kho-kho, Throw ball, Volleyball, badminton since 1996. The covered area available in the playground is specifically used for Archery Training. Net is available for cricket practice. The gym is equipped with state-of-art equipment and was commissioned and operational since 2004. Yoga training is provided for first year students. There is a common recreational area and waiting area for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

13

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****11.0100**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)****Name of the ILMS software: AUTO LIB****Nature of automation: Fully****Year: 2006**

The online public access catalog (OPAC) was established in our college to enhance the library services. It is an online database of materials held by a library. This applications is to automate the purchase , catalog and circulation of books and other library materials. It is mainly used to make the book search more faster and convenient. The library services are web based administration and paper less works.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-**A. Any 4 or more of the above**

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.416

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

111

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has well equipped computer lab facilities for the under graduate and post graduate students and faculty members.

There are about 218 computers available in the campus. There are 3 computer labs, which are equipped with 147 computers for student usage with high bandwidth internet. The laboratories are equipped with I3/4GB RAM 1 TB and 500 GB HDD which are upgraded regularly to cater to the current demands.

The internet network is powered with BSNL Broadband 300 Mbps, HATHWAY Broadband 1Gbps and is open for students to make use of the abundant information available on the Internet.

The department of Visual Communication has a fully equipped studio and a video centre which facilitates the students for photography, drawing, graphic designing and Dubbing and Editing.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

217

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

16.58

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Dr. MGR-Janaki College of Arts Science for Women has established comprehensive policies to ensure a safe, equitable, and positive educational environment. In the laboratories, safety regulations are paramount, requiring users to follow safety protocols and wear appropriate gear. Equipment must be used as intended, and any damage due to negligence is the user's responsibility. Access to labs outside class hours requires prior permission.

In the library, strict adherence to operating hours and maintaining a quiet atmosphere is expected. Handling materials with care is essential, with fines for damage or loss. Sports facilities have scheduled activities, and proper equipment use is encouraged, with fair play emphasized.

General conduct mandates respect for others and college property, forbidding discrimination and disruptive behavior. Compliance with broader college policies is expected, covering academic integrity and ethical guidelines. Violations may result in penalties, ranging from warnings to suspension of facility access, with repeated violations reported to authorities.

Adherence to these policies fosters a positive and productive learning environment at Dr. MGR-Janaki College of Arts Science for Women.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
286	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
376	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1056	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1056	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

375

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

137

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

26

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college has a student senate which is a student body that represents the interests, concerns, and viewpoints of the student body to the college administration, faculty, and other relevant

stakeholders. It serves as a bridge for effective communication between students and the college authorities. There is representation from almost every department from all academic years. Student senate advocates for changes and improvements in college policies, facilities, and services. They voice student opinions on matters such as curriculum, extracurricular activities, and campus infrastructure, striving to create a positive learning environment. Organizing events and activities that foster community building and student engagement is a vital function of a student senate. These events can include cultural festivals, workshops, seminars, sports tournaments, awareness programs and more. Student senate offers leadership opportunities to students, allowing them to develop crucial skills like communication, teamwork, negotiation, and problem-solving. This helps students grow personally and professionally. There is student representation in the student senate, IQAC, grievance cell, and SC/ST cell.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

409

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association is not registered. Alumni meet of the college is organized during the last Sunday of November every year. Alumni from all departments come and meet their teachers. They share their experiences and success stories. Alumni also conduct workshops, or act as resource persons in their parent department. Some alumni financially support the economically weak students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance structure of Dr. MGR Janaki College includes academicians, educationalists and philanthropists who are aligned with the institution's vision and mission. They have a clear understanding of the educational goals and values the institution seeks to uphold. The institution's leadership, including the Board administrators and Governing Body, engages in strategic planning processes that align with the institution's vision and mission. This includes setting clear goals, objectives, and priorities that reflect these values. The institution's academic policies and curriculum are designed to fulfill its mission. This involves offering job oriented programs and courses that align with the mission's educational and ethical principles. The institution offers support services that help students achieve the mission and vision. This includes academic advising, counselling, career services, and extracurricular activities that foster personal and intellectual growth.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal, Vice Principal, Deans, Shift II coordinator, IQAC coordinator and members, HoDs, faculty members, non teaching staff and administrative staff are empowered to propose, design, formulate and execute their plans within the framework of governance. The academic roles of the institution nurture leadership. Heads of Departments are given administrative powers to execute and monitor day to day academic activities within the department. Faculty members have leadership roles in statutory bodies, institution-level committees and clubs and associations. The members of the IQAC initiate, plan and supervise various activities to enhance and sustain the academic and administrative quality. The Examination committee works independently to plan and conduct the examinations. The Entrepreneurship Development Cell, Student Development Cell and other similar Cells work function under the supervision of the Principal and IQAC Coordinator. They have their meetings and record minutes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The management tries to identify potential risks and challenges that could impede the plan's progress and to develop risk mitigation strategies and contingency plans to address unexpected obstacles. The college is open to adapting the plan as circumstances change or new opportunities emerge as it important to ensure the plan remains flexible and can evolve over time to stay relevant. Regular review meetings and progress reports are

scheduled to keep stakeholders informed. Governing body meeting is held once a year, management review meeting is held twice a year and class committee meetings are held thrice a semester. Parent teacher meetings are held once a semester. These reviews are used to make adjustments, reallocate resources, and address any challenges.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Principal governs the functioning of vice-principal, deans, coordinators, Student Council, Extension Activities, Library, IQAC, Placement Officers, Director of Physical Education. Separate coordinators are appointed for each cell. The principal and coordinator regulate the HODs of all the departments and the teaching staff members are under the supervision of the HOD. Student council conducts student related events. Library team enables the access of books, journals, online books, e journals. The IQAC along with various committee members plan and execute the quality initiatives and address grievances. The Placement cell is in-charge for bringing campus drives for the students. Director of Physical Education is in-charge for sports activities. Exam Cell conducts internal and university exams. Administrative Office manages the system administrators and Technical assistants.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance

B. Any 3 of the above

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Staff are provided with Provident Fund and ESIC coverage. Staff can avail interest free loans in case of emergencies. Students of staff are provided with educational assistance if required. Faculty members are given on duty permission to attend seminars and conferences. Teachers are given yearly awards for exemplary performance. Staff can avail gym facilities free of cost. Training programs are conducted in college for teachers based on necessity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

28

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

47

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The IQAC manages the appraisal process. All staff will fill in their appraisal form and submit it to their HODs for them to review. The HoDs will go through the form and add their comments/remarks to the same. The HoD and IQAC coordinator along with the staff will have a review on the points filled by the staff in the form and discuss on the performance of the staff. The HoD gives feedback on the areas of staff improvement. The HoD gives an appropriate rating to the staff based on their performance. The review scores will be shared with management before proceeding with the appraisal. Based on the overall rating, performance will be appraised. All review scores are kept confidential.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Conducting regular financial audits, both internal and external, is a critical practice for organizations to ensure transparency, accountability, and compliance with financial regulations and standards. Internal financial audits are conducted by an

organizations own internal audit department or external auditors hired by the organization. The primary purpose is to assess and improve the organizations internal controls, risk management, and financial processes. External financial audits are conducted by independent audit firms or certified public accountants (CPAs) who are not affiliated with the organization. The primary purpose is to provide an objective assessment of the organizations financial statements to ensure accuracy and compliance with accounting standards and regulations. Both types of audits are conducted by the college and play a crucial role in maintaining trust and accountability.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institutional strategies for the mobilization of funds and the optimal utilization of resources are critical for the financial sustainability and success of the organization. The college is a self-financed higher educational institution since its inception. There is no financial aid from Union or State Governments. The major sources of funds are the fees collected from the students. The college does not collect any donations and capitation fee. The management and administrative department plans, controls and

monitors the utilisation of funds. The budget allocation has been optimally utilised for remuneration for faculty and staff. The funds allocated for the creation and maintenance of infrastructural facilities are utilised optimally. Budget allocation is made for staff welfare measures. Budget provisions are made to conduct various academic activities, research activities and other curricular activities. The funds are allocated for promotion of research, innovation and consultancy. Extension activities are effectively carried out utilising the funds provided by the institution. Adequate fund allocation is made for sports, games and cultural activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) is instrumental in institutionalizing quality assurance strategies in educational institutions. It defines and sets quality standards for various aspects like teaching, research, infrastructure, and administration, serving as performance benchmarks. IQAC maintains comprehensive records covering academic programs, faculty qualifications, student performance, research projects, and infrastructure, demonstrating the institution's commitment to quality.

Facilitating regular self-assessment, IQAC gathers feedback from stakeholders, conducts surveys, and analyzes data to pinpoint areas for improvement. It aids in formulating and implementing quality assurance policies, guiding everything from admissions to curriculum development and assessment methods. IQAC establishes feedback mechanisms from students, faculty, alumni, and others to inform decisions for enhancing education and services.

Through workshops, seminars, and training programs, IQAC enhances faculty and staff capacity to adhere to quality standards. It also prepares institutions for external accreditation processes, ensuring compliance with necessary criteria and standards. Furthermore, IQAC fosters a culture of continuous improvement by

reviewing quality assurance measures' effectiveness and suggesting enhancements. This commitment to evolution ensures the institution remains adaptable to changing educational needs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution's commitment to continuous improvement is exemplified through its rigorous assessment of the teaching-learning process, operational methodologies, and learning outcomes. This process is overseen by the Internal Quality Assurance Cell (IQAC), established in accordance with regulatory guidelines.

Periodic evaluations are conducted to scrutinize and enhance these key facets of the institution. The teaching-learning process is scrutinized to ensure it remains effective and relevant, adapting to changing educational paradigms and student needs. The institution's operational methodologies are reviewed to optimize efficiency and effectiveness, striving for streamlined processes and resource allocation.

Perhaps most importantly, learning outcomes are assessed to gauge the institution's impact on students' knowledge and skills. By documenting incremental improvements, the IQAC ensures that the institution's commitment to quality education is not just a slogan but a living reality. These improvements not only enhance the institution's reputation but also contribute significantly to the holistic development of its students, preparing them for the challenges of the modern world.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

On 18 June 2021 as part of the Club Activity "PARADIGM", POSTER MAKING Competition on the theme WOMEN HARRASMENT was conducted. Students made posters and discussed the topic of harassment faced by women. The Orators Club, Department of English organised an Inter- Department Debate Competition on the topic, " Is Women Empowerment still a Myth in Developing Countries?" on 27 October 2021. The college campus is very safe and secure with 24 hour security. Counseling is provided by professionals based on appointment. Common area and waiting area is available for students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management
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<ul style="list-style-type: none"> • WOW-Wealth out of Waste, an initiative taken up by the Green Health Club of the department of Biochemistry and Bioinformatics and CTM which involves segregation of waste papers and disposing them in the proper manner • Rain water harvesting is done to manage rain water. • Water that is eliminated from wash areas are used for watering the plants. • Biomedical waste is disposed off properly based on the standard operating procedures of the laboratories. • E-waste drives are conducted every year and the e-waste is taken away by the agency
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File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Dr. MGR Janaki College has been at the forefront of promoting an

inclusive environment that fosters tolerance and harmony across various dimensions of diversity. The college's initiatives are a testament to its commitment to creating a welcoming and inclusive space for students from diverse backgrounds. The college organizes cultural festivals and events that celebrate the rich tapestry of cultures present on campus. These events encourage students to learn about and appreciate different cultural traditions. The College encourages students to express themselves in their preferred language, recognizing the linguistic diversity of its student body. Language courses and support services are offered to bridge communication gaps. The college actively engages with local communities, promoting social inclusion and addressing socioeconomic disparities. It conducts outreach programs and community service projects to give back to society. Dr. MGR Janaki College promotes religious tolerance by accommodating students' religious practices and beliefs. Regular seminars, workshops, and discussions are organized to raise awareness about diversity-related issues, fostering empathy and understanding among students. The college ensures that all students have equal access to educational resources and opportunities, regardless of their background, ensuring a level playing field for everyone. Strong anti-discrimination policies are in place to address any issues related to discrimination, ensuring a safe and respectful environment for all.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sensitizing students and employees of Dr. MGR Janaki College to constitutional obligations, values, rights, duties, and responsibilities of citizens is a commendable goal. The college integrates constitutional education into the college's curriculum, ensuring that all students are exposed to foundational concepts of the Constitution, democracy, and citizenship. The college organizes workshops, seminars, and guest lectures on constitutional matters and invites legal experts, scholars, and activists to discuss and explain various constitutional principles. The college celebrates Constitution Day (26th

November) with special programs, lectures, and activities that highlight the importance of the Constitution and its values. The faculty encourage students to get involved in community engagement projects related to constitutional rights and responsibilities. This can be in the form of legal aid clinics, awareness campaigns, or volunteering with NGOs.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Dr. MGR Janaki College of Arts & Science in Chennai, India, is fervently dedicated to commemorating a variety of national and

international observance days. These include Republic Day, Independence Day, and Gandhi Jayanti, featuring flag hoisting ceremonies, cultural performances, patriotic expressions, and enlightening speeches. The institution also actively participates in or organizes events for International Women's Day, World Environment Day, and International Day of Peace, which involve seminars, workshops, and awareness campaigns on pertinent issues.

Notably, the college pays tribute to Dr. MGR's legacy on December 24th and collaborates with the University Women's Association for Women's Day celebrations on March 8th. Cultural diversity is celebrated through vibrant festivals like Diwali, Christmas, Pongal, Eid, and Holi, which are marked with cultural events, traditional cuisine, and festive adornments. Workshops and lectures are conducted to impart knowledge about these occasions.

Furthermore, the college actively engages in awareness campaigns addressing vital societal and global concerns on international commemorative days, encompassing gender equality, environmental conservation, and peace-building. Cultural performances, encompassing dance, music, and drama, are integral to these celebrations. Additionally, students are encouraged to partake in community service, supporting charitable organizations and local communities.

To nurture a competitive and knowledge-driven spirit, the college arranges essay contests, debates, quizzes, and art competitions aligning with the themes of these occasions. Dr. MGR Janaki College thrives as a hub for holistic education and celebration, fostering a sense of responsibility towards society and the world at large.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Outcome-Based Education (OBE) Implementation: - Vision and Mission Alignment: The institution has successfully aligned its vision and mission with OBE principles, emphasizing the creation of graduates with specific skills and competencies that fulfill industry and societal requirements. - Curriculum Mapping: A robust curriculum mapping system ensures that learning outcomes are clearly defined for every program. - Continuous Assessment: The college has implemented a comprehensive continuous assessment system, encompassing formative and summative evaluations.

- Industry Collaboration: Strong relationships with industry partners guarantee curriculum relevance, with active involvement of industry experts in development and review processes. - Data-Driven Improvement: Regular data collection and analysis of student performance and feedback inform ongoing enhancements to the curriculum and teaching methods.

Research and Innovation Centers: - Faculty Research Productivity: Faculty members are well-supported in their research endeavors. - Student Involvement in Research: Actively involving students in research activities, including internships and projects, fosters a culture of curiosity and innovation. - Collaboration and Networking: Establishing partnerships with academic institutions, research organizations, and industry entities promotes knowledge exchange and collaborative research initiatives. - Research Impact: The institution's research activities have made a positive impact on society, industry, and academia.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Preparing for Re-Accreditation cycle

To obtain ISO certification

Participation in NIRF

Coaching to be given to students for competitive exams

Programmes on National Educational Policy.

Collaborations and tie-ups with various organizations

To apply for Innovation Patents. Psychometric analysis for staff and students.

Increase in research publication in high impact factor journals

To conduct International / National Conferences / FDPs / Seminars.

To conduct Green / Energy / Environment audits.

Establishment of students learning support centre.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Preparing for Re-Accreditation cycle

Participation in NIRF

Coaching to be given to students for competitive exams

Programmes on National Educational Policy.

Collaborations and tie-ups with various organizations

To apply for Innovation Patents. Psychometric analysis for staff and students.

Increase in research publication in high impact factor journals

To conduct International / National Conferences / FDPs / Seminars.

To conduct Green / Energy / Environment audits.

Establishment of students learning support centre.